



Draft- Joint Chapel Hill/Carrboro Human Services Advisory Board Minutes

Meeting Date/Time: October 24, 2022, at 6:30pm

Members Present - Town of Chapel Hill: Aaron Carpenter, Carolyn Fanelli, Josh Ravitch (Vice-Chair), Jan Lee Santos, and Mychal Weinert (Chair)
Members Absent: Mary Andrews, and Kit Stanley

Members Present - Town of Carrboro: Janet Archer, Quinton Harper, Josie Hartman, Ronni Zuckerman, and Wes Knepper
Members Absent: Earleen Burch and Vicky Cruz

Staff and Others Present: Council Member Barbara Foushee, Anne-Marie Vanaman, Zequel Hall, Town of Carrboro, Rebecca Buzzard and Jackie Thompson, Town of Chapel Hill

Agenda Item	Discussion Point	Motions	Votes/Actions
OPENING			
Call to Order	The Chair called the meeting to order at 6:34 p.m.		
Roll Call	All members were present except Mary Andrews, Kit Stanley, Earleen Burch, and Vicky Cruz.		
Approval of Agenda		Carolyn Fanelli made, and Josh Ravitch seconded, a motion to approve the agenda.	The motion was adopted (5-0).
Approval of Minutes		Jan Lee Santos made, and Carolyn Fanelli seconded, a motion to approve the September 6, 2022, draft minutes.	The motion was adopted (5-0).
Petitions from the Public	None		
Staff Updates	Jackie Thompson informed the Board that on October 12 th , the Town Council approved the additional funding recommendations for the seven		

	<p>nonprofits recommended by the Board. The Performance Agreements have been prepared and sent to the non-profits.</p> <p>Anne-Marie Vanaman informed the Board that the Carrboro Town Council approved their spending plan for \$6.7 Million of ARPA Funds. Housing and Community Services related activities were allocated \$2.5 Million dollars of those funds, including \$500,000 for Human Services grants. That is in addition to the current annual Human Services cycle. They are currently working on developing the application process and the timeline and should have information for non-profits and the Carrboro Human Services Commission soon.</p>		
New BUSINESS			
Agenda Items	Discussion Point	Motions	Votes/Actions
Review Racial Equity Assessment Lens (REAL) for the Human Services Program	Jackie Thompson and Anne-Marie Vanaman gave an overview of the Racial Equity Assessment Lens (REAL) of the Human Services Program. There were several key Findings and Recommendations noted by the staff. There are some short-term procedural changes that can be implemented during		

	<p>FY23-24 Outside Agency Application Process, as well as long-term policy changes that staff will continue to review and work on.</p> <p>The Racial Equity Assessment will be reviewed by the Chapel Hill Equity Lab, Carrboro Racial CORE Team and Carrboro Racial Equity Commission.</p> <p>Through much discussion, the Board/Commission provided the following comments on the Racial Equity Assessment:</p> <ol style="list-style-type: none">1. Continue to explore an online grant portal.2. Define how the success of the additional efforts to address disparities will be measured and examine impact on outcome.3. Consider greater flexibility in funding allocations and payment schedules to allow support of newly established nonprofits.4. Explore revising current or creating a new scoring rubric for applications and share it with agencies during the application process. Determine how scoring ties into the level of funding award and aligns with the rubric.		
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<p>FY23-24 Hearing Process and Outside Agency Application Updates</p>	<p>5. Provide greater accessibility to BIPOC nonprofits to inform them of the Outside Agency Application process and workshops. Include BIPOC facilitator for the workshops.</p> <p>Staff noted that the Racial Equity Assessment is an on-going tool that will continued to be reviewed and refined.</p> <p>Jackie Thompson requested feedback from the Board/Commission on the following aspects of the Outside Agency Hearing and Application process:</p> <ul style="list-style-type: none"> • The hearings will be virtual. • Staff will offer technical support to the nonprofits. • Currently working on application and schedule. • Orientation and workshops will be in-person this year. Presentations will be available on the Towns websites and recorded. <p>Items for staff to follow-up on:</p>		
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	<ul style="list-style-type: none">• What percentage of applicants who apply attend the orientation and workshops.• What organizations aren't attending the orientation and workshops and how does that relate to them struggling to complete the application.• Support for Fiorella from El Centro continuing to facilitate the Performance Measures Workshop, because she knows from agency point of view how to assist the nonprofits with information around impact, measurables, storytelling and outcomes and because she is a BIPOC woman. Continue to send out emails about orientation and the workshop. Look at sending out post cards, making phone calls and recording the sessions. <p>Due to several board members not being present Chapel Hill decide not to hold elections.</p> <p>The November meeting maybe canceled due to lack of business to discuss.</p>		
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	Jackie will inform the board before the November 1 st meeting date.		
ADJOURNMENT	The meeting adjourned at 7:51pm	Josh Ravitch made, and Jan Lee Santo seconded, a motion to adjourn.	The motion was adopted (5-0).